



## TERMS OF REFERENCE

**HIRING A CONSULTANT TO DEVELOP A MANUAL TO TRAIN KP CSOs IN DEVELOPING AND USING TOOLS TO COLLECT INFORMATION ON CRISES, MANAGEMENT AND RESPONDING TO CRISIS, REFERRALS TO PARALEGAL AND LEGAL SUPPORT SERVICES AS WELL AS RELEVANT HEALTH SERVICES.**

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## **1. About Human Rights Awareness and Promotion Forum (HRAPF)**

Human Rights Awareness and Promotion Forum (HRAPF) is a human rights not-for-profit organisation whose mission is to promote, respect and protection of human rights of marginalised persons and Most at Risk Populations through enhanced access to justice, research and advocacy, legal and human rights awareness, capacity enhancement and strategic partnerships.

## **2. Introduction**

Human Rights Awareness and Promotion Forum (HRAPF) with support from the Global Fund is currently implementing a project aimed at reducing legal and human rights barriers to access to HIV/TB prevention and care services for Key Populations (KPs) in Uganda. As part of the ways to achieve this aim, HRAPF shall train CSOs on developing and using tools to collect information on crises, managing and responding to crises, referrals to paralegal and legal support services as well as relevant health services in the Eastern, Central, Western, West Nile, South Western and Northern regions of Uganda.

To achieve the above, a training manual needs to be developed to facilitate the training. HRAPF targets Civil Society Organisations (CSOs) led by or working to promote the human rights of Key Populations (Men who have sex with men – MSM, Transgender persons, sex workers and People who Use and Inject Drugs- PWUIDs).

## **3. Background**

KPs often face crisis situations because they are victims of stigma, marginalisation, victimisation and discrimination by the law enforcers, the public, local leaders and the health workers. This violence stems from the fact that KPs are criminalised. Section 145 of the Penal Code Act criminalises carnal knowledge against the order of nature, which is generally interpreted by police authorities to mean criminalisation of the status of being gay. Sections 136 to 139 of the Penal Code Act outlaws prostitution, with penalties up to 7 years imprisonment, while the Narcotic Drugs and Psychotropic Substances (Control) Act prohibits possession and use of drugs, with punishments ranging from 5 to 15 years imprisonment for simple possession of narcotics. KPs are also at a greater risk of human rights violations attributed to the cultural and religious beliefs which perceive the practice of homosexuality to be sinful, or ‘un-African’, imported from the west.<sup>1</sup>

Due to the prevailing violence, KPs are the most vulnerable to HIV, while at the same time often lack access to adequate HIV services.<sup>2</sup> KPs have a higher prevalence of HIV/AIDS, compared to the rest of the population. The HIV/AIDS prevalence rate is at 37% among sex workers, 13% among MSM, 20% among transgender persons and 16.7% among Persons Who use and Inject Drugs.<sup>3</sup> These rates are higher than the national HIV prevalence rate which is at 7.4%. The HIV/AIDS Strategic Plan III recognises that there is a higher HIV prevalence among men who have sex with men.<sup>4</sup>

In order to reduce the incidents of HIV among KPs there is need to reduce the human rights related barriers to access to HIV services. However, given the circumstances that KPs find

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<sup>1</sup> G Kisitu *Religion and homosexuality criminalization in Uganda: The contribution of the American AntiHomosexual Evangelicals towards the 2014 Anti-Homosexuality Law*, 4.

<sup>2</sup> UNAIDS ‘Key Populations’ available at <https://www.unaids.org/en/topic/key-populations> (Accessed on 27th July, 2021).

<sup>3</sup> Uganda AIDS Commission, The Uganda HIV/AIDS Country Progress Report 2016

<sup>4</sup> Ministry of Health ‘National HIV and AIDS Strategic Plan 2015/2016 - 2019/2020’ 5

themselves in, they often lack enough knowledge and skills to develop tools to collect relevant information on the crises that they face, managing and responding to crises as well as referring the victims of violence to relevant services including legal, psychosocial and health services among others. To this end, CSOs need to have/develop effective tools that can be used in crisis response and referrals for legal and health services for KPs. An effective crisis response and referral system with clear tools for documentation and response can make KPs feel safe as KPs can seek much needed HIV/AIDS and legal services. Without proper documentation and referrals, there is a great risk of abuses and needs being ignored.

It is against this background that HRAPF would like to hire a consultant to develop a training manual to equip KP CSOs with the knowledge and skills in developing and using tools to collect information on crises, management and responding to crises and referral of the victims to the relevant services including legal support, psychosocial support and health services among others. The manual should also provide information on the existing service providers where KPs can refer victims in cases of violations for further support in the six regions.

**4. Objectives of the consultancy**

The overall objective of the consultancy is to develop a training manual to train KP CSOs in developing and using tools to collect information on crises, management and responding to crises and referral of the victims to the relevant services including legal support, psychosocial support and health services among others.

**5. Major tasks of the Consultant**

- I. **Developing an inception report.**
- II. The Consultant will draft an inception report detailing the structure and methodology to be used to execute this assignment.
- III. **Attend stakeholders’ consultative meetings organised by HRAPF.** The Consultant will attend and take the views of the stakeholders (KP CSOs) at regional consultative stakeholders’ meetings. The Consultant shall solicit and gather feedback, obtain input and recommendations from KPs in developing the manual.
- IV. **Develop and present a 1<sup>st</sup> draft of the manual to HRAPF.** This draft should handle aspects of developing and using tools to collect information on crises, management and responding to crises and referral of the victims to the relevant services including legal support, psychosocial support and health services among others.
- V. **Attend the validation meeting organised by HRAPF.** After HRAPF review, the Consultant shall present a 2<sup>nd</sup> draft with the necessary amendments during a validation meeting.
- VI. **Submit a final validated manual.**

**6. Expected Key Deliverables**

- I. An inception report.
- II. Draft training manual.
- III. A final training manual with all comments incorporated.

**7. Duration of work and timeframe**

Activity	Time Frame	Deliverables/ Output
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Inception report and methodology	1 day	Inception Report and Methodology
Attend stakeholder consultation meetings	4 days	Meeting Minutes
Draft a manual	12 days	Draft Manual
Present the draft manual to HRAPF and gather and incorporate feedback	09 Days	Revised Draft of the Manual
Hold a validation meeting for the manual and present a final copy of the manual	2 days	Meeting Minutes
Present a final validated copy to HRAPF	2 days	Manual/ meeting minutes

## 8. Reporting

The work will be carried out under the supervision of the Executive Director and the Project Officer Trainings.

## 9. Professional expertise and qualifications

The Consultant will be selected on the basis of their proven experience, qualifications and ability to deliver good quality work in a timely and efficient manner. The minimum qualification include;

- i. A Master's degree in law/social sciences or any other relevant degree.
- ii. Proven record of conducting research and developing training materials and curricula.
- iii. Knowledge and experience in KP issues.

## 10. Remuneration

- a) The remuneration for the assignment will be determined and agreed upon during the first meeting with the successful candidate.
- b) 50% payment of the quoted amount will be paid after the signing of the contract and submission on the inception report.
- c) 50% will be paid upon the submission of the Final copy of the Manual.
- d) All payments are subject to the statutory deductions as per the laws of Uganda.

## 11. Application procedure

Interested individual consultants must submit the following information not later than Friday 05<sup>th</sup> November, 2021.

1. Personal CV detailing relevant past experience in similar tasks, and at least 3 references.
2. Expression of interest explaining why you are the most suitable person for the task, and providing a brief methodology on how you will approach and conduct the task.
3. A financial proposal broken down in line with the deliverables.
4. Interested persons are encouraged to send their expression of interest with all the required documents to: Email [bmuhanguzi@hrapf.org](mailto:bmuhanguzi@hrapf.org) and copy [emwebaza@hrapf.org](mailto:emwebaza@hrapf.org)
5. Only short listed candidates will be contacted.